

Huron County Airport Authority
Tentative Agenda
For Regular Meeting, Monday, March 12, 2018 – 5:00pm

Call Meeting to Order:

Roll Call: Harry Brady _____
Melissa James _____
Larry Silcox _____

Motion to Excuse:

Public Comments:

Guest:

Approval of Minutes from Regular Meeting: December 2017

Operational and Financial Report February 2018:

January & February 2018 Fuel Sales:

AVGas: \$ 1,902.72	Gallons: 437.36
Jet A: \$ 0	Gallons: 0

Approval of February 28, 2018 Financials

As of February 28, 2018

Cash in Bank:	\$ 39,577.45
Net Income YTD:	\$ 46,863.86
Total Expenses YTD:	\$ 42,892.05
Net Income/ Loss YTD:	\$ 3,971.81

Approval to Pay Invoices: \$ 19,169.25

Old Business:

New Business:

Date of Next Meeting:

Monday, April 09, 2018 @ 5:00pm

Adjournment:

Minutes from December 2017 Huron County Airport Authority

Call to order, all HCAA board members present

Public comment: included concerns about accurate amount of lost funds from rent and crops. Suggestion to plant something besides corn, farmers don't really have to rotate crops, could seed to hay and sell the hay.

Approval of November minutes was unanimous.

Approval of November financials was unanimous.

Bill Albrecht- Ohio EPA update

Required sign for outfall will be placed at catch basin. Sign needs to be made according to specs from Bill. Mr. Brady asked why the higher INI, further investigation on that issue needs done. Bill noted further repairs need to be made, skimmer is frozen up- should move up and down. Bolts have rusted off and needs to be set level and bolts repaired. Disinfection tank coupling has rotted and needs replaced. Also need to have a DE chlorinator installed. Bill will send companies that can do the work as this is not DIY types of repairs.

Motion to place order for sign- Birchfield, second, James, all voted for the sign.

Michael Baker report: submitted their report to board members. TAC meeting in mid-January, public meeting likely at end of January.
MBI invoice #4 was approved for payment by the board.

Board extended the snow removal contract since an RFP has not been released. AN RFP will need to go to the Norwalk Reflector.

The board approved putting an RFP out for a new Sec/Treasurer.

The board approved the submission of 2018 runway closures for Summit Motorsports Park.

Attorney Harold Freeman agreed to serve as the HCM legal counsel as the HC Prosecuting Attorney will no longer serve in that capacity. Motion by James, second by Birchfield, unanimous vote. Grant was delivered to Mr. Freeman for review and then forwarded to ODOT Aviation.

Mr. Birchfield announced a new tenant but had no specific information for the board.

Mr. Birchfield suggested changing the runway light frequency to avoid them being activated by surrounding frequencies.

Propane gas - motioned by Birchfield, second by James, unanimous vote to remain with Ferrell Gas.

Seeing no further business, the meeting was adjourned.

Submitted by:
Melissa James

Approved by:

Huron County Airport Auth		12:18 PM
Balance Sheet		03/10/2018
As of February 28, 2018		Cash Basis
		Feb 28, 18
ASSETS		
Current Assets		
Checking/Savings		
	Civista 23825	39,577.45
	Total Checking/Savings	39,577.45
Accounts Receivable		
	Accounts Receivable	-600.00
	Total Accounts Receivable	-600.00
Other Current Assets		
	Undeposited Funds	902.00
	Total Other Current Assets	902.00
	Total Current Assets	39,879.45
	TOTAL ASSETS	39,879.45
LIABILITIES & EQUITY		
Equity		
	Opening Balance Equity	40,822.82
	Retained Earnings	-4,915.18
	Net Income	3,971.81
	Total Equity	39,879.45
	TOTAL LIABILITIES & EQUITY	39,879.45

Huron County Airport Author		12:19 PM
Profit & Loss YTD		03/10/2018
January through February 2018		Cash Basis
		Jan - Feb 18
Ordinary Income/Expense		
Income		
	Commercial Office Rent	250.00
	FAA Grant	27,225.00
	Farm Rent	9,425.64
	Fuel Sales	1,902.72
	Hangar Rent	7,889.84
	Utilities Reimbursement	170.66
	Total Income	46,863.86
Expense		
	Credit Card Processing	42.66
	FAA Grant Expense	30,249.67
	Legal Notices / Advertising	7.44
	Maintenance	250.00
	Membership	300.00
Office Expense		
	Computer Expense	143.75
	Office Supplies	58.92
	Total Office Expense	202.67
	Ohio EPA Reporting	855.00
	Propane	804.82
	Property Taxes	3,451.04
	Repairs and Maintenance	3,447.30
Sales Tax		
	Sales Tax Discount	0.06
	Sales Tax - Other	273.77
	Total Sales Tax	273.83
	Secretary / Treasurer	150.00
	Snow Removal	680.00
Utilities		
	Electric	1,735.04
	Telephone Expense	243.17
	Water	199.41
	Total Utilities	2,177.62
	Total Expense	42,892.05
	Net Ordinary Income	3,971.81
	Net Income	3,971.81

Updated 3/10/2018

Huron County Airport Authority

Date: 03/08/2018	Invoice Approval		03/12/2018	
Company				
Date				
Amount				
Purchase				
Albrecht, Bill	1/31/2018	400.00	December 2017	3478
Beck Avaition	1/31/2018	125.00	January 2018	3497
Beck Avaition	2/28/2018	125.00	February 2018	3497
Beck Avaition	1/31/2018	250.00	November / December 2017	3477
Deluca Plumbing	1/31/2018	190.00	Deactivated Hydrant Middle Hangar	3476
Effective Web	1/31/2018	45.00	Inv #270	3475
Ferrellgas	12/17/2017	390.27	158.6 Gallons	3462
Ferrellgas	1/31/2018	804.82	327.7 Gallons	3474
Ferrellgas	2/21/2018	428.33	170.10 Gallons	3496
Frontier Communications	12/22/2017	121.23	Service 12/28/2017 - 01/27/2018	EFT
Frontier Communications	1/22/2018	121.23	Service 01/28/2018 - 02/27/2018	EFT
Frontier Communications	2/28/2018	121.94	Service 02/28/2018 - 03/27/2018	EFT
GT's Lawn Care	12/17/2017	760.00	Snow Removal	3463
GT's Lawn Care	1/15/2018	875.00	Snow Removal 12/14/2017 - 12/31/2017 - 01/15/2018	3488
Huron County Chamber	3/1/2018	8.93	Copies	3495
Huron County Engineer	1/23/2018	24.80	5 Posts	3494
Huron County Treasurer	1/31/2018	3,451.04	1 st Half 2017	3472
Information Technologies	1/25/2018	98.75	Work on Laptop	3471
James, Melissa	1/4/2018	58.92	Ink Cartridges	3470
James, Melissa	2/28/2018	50.00	Roll of Stamps	3493
Manairco, Inc.	12/26/2017	214.54	Inv #67390	3481
Marett Snow Removal	1/17/2018	680.00	Inv #18-586	3469
Marett Snow Removal	2/1/2018	883.75	Remove Snow 4 X	3492
Musick's Service Station	1/23/2018	3,042.76	Inv #116354	3482
Northern Ohio Rural Water	12/11/2017	199.41	Service 11/09/2017 - 12/11/2017	3467
Northern Ohio Rural Water	2/27/2018	515.09	Service 12/12/2017 - 02/12/2018	3491
Norwalk Ace	11/22/2017	81.63	Anti-Freeze / Coupler / Adapter	3490
Norwalk City	1/31/2018	55.00	December 2017 Testing	3466
Ohio Aviation Association	1/31/2018	300.00	2018 Membership	3465
Ohio Business Gateway	1/31/2018	65.48	Sales Tax November / December 2017	EFT
Ohio Business Gateway	3/4/2018	136.92	Sales Tax January / February 2018	EFT
Ohio Department of Taxation	1/31/2018	208.35	Sales Tax November 2017	3484
Ohio Edison	12/22/2017	806.26	Service 10/30/2017 - 11/30/2017	EFT
Ohio Edison	1/25/2018	918.48	Service 11/30/2017 - 01/02/2018	EFT
Ohio Edison	2/22/2018	816.56	Service 01/03/2018 - 01/30/2018	EFT
QT Pod	3/1/2018	1,095.00	Yearly Service Plan	3489
Tandem	1/31/2018	7.44	Legal Notice	3464
Travelers	2/16/2018	353.00	Liability Insurance Renewal	3487
Vaughn, Linda	1/31/2018	150.00	January 2018	3483
Vaughn, Linda	2/28/2018	150.00	February 2018	3486
W. B. Mason	2/2/2018	39.32	2018 Binders	3485
		19,169.25		
Approved				
Michael Banker International	12/11/2017	30,249.67	Master Plan Update	3468